

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: June 1, 2015
Presenter: Linda Basnight
Attachment: Yes

ITEM TITLE: 2017 Proposal from Pearson's Appraisal Service for 2017 Revaluation

SUMMARY: ** See Attached Proposal**

RECOMMEND: Discussion and approval.
Chairman Signature required

Motion Made By: ☐ Barry Swind
☐ Dick Tunnell
☐ Anson Byrd
☐ John Fletcher
☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Anson Byrd
☐ John Fletcher
☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
☐ Dick Tunnell
☐ Anson Byrd
☐ John Fletcher
☐ Earl Pugh, Jr.

Upon motion made by _____, seconded by _____,
With all Board members voting in favor,

BE IT RESOLVED THAT

IN ACCORDANCE WITH G.S. 105-299 the Board unanimously agrees to accept the proposal as negotiated between the Hyde County Tax Assessor and Robert H. Pearson, Jr., Pearson's Appaisal Service, Inc. to assist the Hyde County Tax Assessor in conducting a county-wide revaluation of all real estate in Hyde County. The revaluation is to become effective January 1, 2017.

This the 1st. day of June, 2015.

Barry S. Swindell, Chairman
Hyde County Board of Commissioners

PROPOSAL FOR
HYDE COUNTY NORTH CAROLINA
REVALUATION SERVICES

May 26, 2015



SUBMITTED BY:

PEARSON'S APPRAISAL SERVICE, INC.
PO BOX 36404, RICHMOND, VA 23235



May 26, 2015

Dear Hyde County Board of County Commissioners and Selection Committee:

I am pleased to submit a proposal on behalf of Pearson's Appraisal Service, Inc. for real estate appraisal services associated with Hyde County's upcoming 2017 revaluation. Pearson's Appraisal Service, Inc. has been conducting revaluation work in Virginia and North Carolina for over 34 years. As to our capability to perform this work, Pearson's has successfully completed over 190 turn-key projects and appraised over 2,500,000 properties in Virginia, North Carolina, and Georgia.

We have performed numerous highly successful revaluations in your area including Perquimans, Camden, Tyrrell, Beaufort, Bertie, Chowan, Gates, Hertford and Pasquotank Counties. By performing this work, Pearson's has developed a strong understanding of your local real estate market.

Our proposal includes the use of our Complete Appraisal Process System (CAPS) developed as a field and office tool that is a digital implementation of our 34 years' experience in property reviews. With the use of CAPS, our mobile tablet and office appraisal system, we have simplified the appraisal process which allows us to reduce cost while increasing quality, accountability and adding services like taking property images of each main building.

If you have any questions or concerns with any of the information outlined within the proposal, please do not hesitate to contact me or I can meet with you anytime. I thank you for the opportunity to propose providing appraisal services and I look forward to providing the property owners in Hyde County with a fair and equitable revaluation.

Sincerely,

Bob Pearson
President
Pearson's Appraisal Service, Inc.

Pearson's Appraisal Service, Inc.
PO Box 36404 - Richmond VA 23235
(800) 828-3129
<http://www.pearsonsappraisal.com/>

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Hyde County Request for Proposal for General Reassessment Services.

Total Cost

\$ 33.50 per parcel to conduct a “walk around” appraisal of all 8,532 estimated parcels for a total cost of \$285,822.

General Statement of Purpose.

Person's Appraisal Services, Inc. (PAS) is a qualified contractor fully capable of performing a general reassessment for real property for Hyde County. All required work will be completed by December 31, 2016. Attached is a comprehensive list of the responsibilities of both PAS and the county.

PAS will perform a visual review using Hyde County aerial photographs to verify land classifications and we will note any building discrepancies prior to our appraisers visiting the property.

Our appraisers will visit every property, knock on the property owner's door, and then conduct a walk around appraisal. We will verify the quality and grade of construction as well as many other items affecting value and note any changes needed on the property record card. We will have identification badges and have signs on our cars to make sure property owners know why we are at their homes and businesses.

Statement of Work.

PAS will perform a construction cost analysis of new Buildings with known local cost including Dwellings, Manufactured Homes, Grain Facilities, Hunting Lodges, Barns, Metal & Pole Shelters, piers, bulk heading of all types and others. In the absence of known cost, we will use the Marshall & Swift Valuation Guide which is an industry standard cost guide.

PAS will perform a sales study initially using 2014 and available 2015 sales in order to develop new guidelines for the 2017 Revaluation. The Sales Study and the changes to the rates and schedules will continue until the schedule of values is adopted by the Hyde County Board of Commissioners. The *greatest emphasis* from our Sales Study will be based on the 2016 sales and sales will continue to be analyzed until the notices are mailed.

PAS will consult with Local Foresters and real estate experts to better understand major factors affecting agriculture, wooded, marsh and all other land classifications.

New Rates and schedules will be set up and reviewed with the Hyde County Tax Administrator, based on the most current sales available.

After all these processes have been completed our appraisers will be in a position to begin the onsite appraisal process.

All appraisers will have identification badges and automobile signs identifying Hyde County Property Revaluation. The Sheriff's office will be informed of license plate numbers, make and model and appraiser's name.

Appraisers will visit all properties and interview property owners/managers and renters. We will walk around all major improvements verifying the building descriptions, quality grades and depreciation conditions and correcting any discrepancies on site. A new digital image will be taken of all major improvements. Our office manager and data entry staff will be updating all changes made by the Appraisers.

In the fall of 2016 PAS will present a 2017 Schedule of Values Manual for adoption by the Board of Commissioners.

PAS will hold informal hearings for all property owners wishing to file appeals of their property values. Our staff will be happy to travel to locations including Ocracoke Island to perform informal hearings and provide hearings over the phone, email, US Mail and in person for all property owners with the highest level of customer service.

Pearson's Appraisal Service understands the unique nature of the diversity of parcels making up Hyde County. Having appraised more water front properties in North Carolina than any other revaluation company, our experienced appraisers will be trained on the following unique needs of Hyde County.

Hunting Impoundments to be picked up when viewed by aerial photography review or by visual field review.

Review of Wetlands as described under Section 404 of the Clean Water Act as defined in the GIS data created from information provided by the Coastal Area Management Act and Army Core of Engineers or as by submitted by the property owner and approved by Hyde County. Adjustments will be made for this type of land to reflect fair market value.

Review of the Coastal Area Management Act (CAMA) and Public Beach and Coastal Waterfront Access Program which provides valuable information on parcel owner's ability to access water directly and can greatly impact property values.

Review of the Ocracoke Development Ordinance which includes provisions for building on Ocracoke Island including unique requirements due to the islands semi-isolated and weather prone nature.

Inclusion of rates in the Schedule of Value for Working Waterfront and other deferments as described under North Carolina General Statute 105-277.14 Taxation of Working Waterfront Property as defined by the Tax Assessor. PAS will ensure the CAMA software is updated to correctly calculate Working Waterfront deferments.

The review of solar and wind farm valuation to ensure Hyde County is prepared now for this evolving market.

The review of Conservation Easements which restrict property usage and can impact property value as described by the existing property cards and as submitted for review by the property owner in a recorded document.

In addition to these unique needs, PAS also proposes to update the land valuation modules of the existing CAMA software in order to take into account the changing market and needs of the county. Our method of accomplishing this task is while performing land reviews using aerial photographs we will suggest changes to open land and wood land classifications to the tax administrator. We will then assist with the correcting of land use classifications in the CAMA software.

PAS will provide all CAMA software support for the revaluation.

Summation of Project Responsibilities

Task	COUNTY	PAS	Additional Details
Clerical		X	Full-time office manager
Data Entry		X	Changes to county CAMA
Property Record Cards	X		To be digitally loaded in CAPS
Office Space	X		
Office Supplies	X		
Telephone/Internet	X		
Printing Expenses	X		
Computer Hardware & IT Services	X		PAS will be responsible for all changes to the CAMA Software.
CAMA Software Updates		X	
Public Relations	X	X	
Property Field Visits		X	
Digital Photos		X	New photos of major improvements
Mobile Homes		X	For Mobile Homes listed as Real Estate in CAMA.
New Construction		X	From building permits 2015 & 2016
Sales Ratio Study		X	Updated periodically
Construction Cost Analysis		X	
Income Approach		X	
Present Use \ Land Use Value	X	X	Pearson will appraise market value
Review Zoning		X	
Schedule of Values		X	
Informal Appeals		X	
In-field review of informal appeals	X	X	
Generate and Prepare Notices	X		December 2016
Postage	X		
2017 Tax Year BOE Appeals	X	X	Using PAS and County staff
Clerical for BOE	X		
2017 Tax Year PTC & Court Appeals	X	X	Using PAS and County staff
Printed Maps	X		Upon Request
Progress Reports		X	Monthly

Company Profile

Pearson's Appraisal Service, Inc. has been successfully providing appraisal services to North Carolina, Virginia, and Georgia counties and municipalities for the past 34 years; performing equitable revaluations and assisting tax offices with a variety of appraisal services. With our large staff of professional appraisers, we are able to provide assurance to our clients that their revaluation project is completed in a timely manner by experienced personnel.

Our success in the field of appraising can be greatly attributed to our dedicated and competent appraisal staff. We currently staff over 45 employees, many specializing in specific roles in the reappraisal process.

Bob and Fred Pearson are well respected within the mass appraisal industry for their hands on approach and personal attention they give to each project, solution, and client. Fred W. Pearson is licensed as a Certified General Appraiser and together with Robert Pearson, Jr. they incorporated their appraisal company in 1981 in the states of Virginia and North Carolina. Since our incorporation, we have completed over 190 turn-key appraisal projects and have appraised over 2.5 million parcels.

Our company's experience with the use of computer assisted mass appraisal systems continues to grow with the number of contracts Pearson's Appraisal Service is awarded. CAMA systems vary from one locality to another and likewise, our appraisers have become adept users of a number of computer systems. They also receive support from our IT staff which has years of industry specific experience.

Pearson's Appraisal Service strongly believes in providing high quality and comprehensive appraisal services. We strive to maintain at all times ethical and professional standards. Our managers and owners are active members of the International Association of Assessing Officers, the Virginia Association of Assessing Officers, the North Carolina Association of Assessing Officers, the Georgia Association of Assessors, and the Pennsylvania Association of Assessors.

Our company is an Equal Opportunity Employer.

Data Review Procedures

Pearson Appraisal Services, Inc. (PAS) staff appraisers will conduct visits to collect and verify real property data based upon PAS and County guidelines. All personnel will be adequately trained regarding listing procedures. Appraisers will route improved property record cards and make corrections to them in the field. Field appraisers will work from well-marked company vehicles. Personnel and vehicle information will be made available to local law enforcement. All field personnel will wear photo ID badges.

Data collection and data review are the foundation of a successful revaluation.

Valuation Process and Methodology

PAS will ensure all methodology used in determining market value for property types will be discussed with the County, included in the Schedules of Values, and implemented in the County CAMA software.

PAS will adhere to all state legislation and the International Association of Assessing Officers (IAAO) guidelines in developing a valuation process. Open lines of communication between County and PAS are vital to the overall level of success of the valuation phase. Upon being awarded a contract, members of PAS will begin a thorough analysis of County's current valuation models and propose any changes deemed appropriate for a more equitable reappraisal. PAS will implement valuation schedules in consultation with the County, and will discuss changes to these schedules throughout the life of the project. A Schedule of Values will be developed by PAS using resources such as Marshall and Swift. Findings from these resources will then be tailored to accurately reflect County's local real estate market based on information from local builders, bankers, and Realtors.

Quality Control Procedures

PAS ensures accurate field data and property values by utilizing multiple methods of quality assurance. Listed below are a few of the measures we utilize to guarantee a successful project.

- **Sales Verification**

- Before an accurate market analysis can be completed, all sales must be validated as arms-length transactions. PAS will comply with all state guidelines regarding sales qualification, as well as any additional requirements outlined by County and PAS. Market analysis is the basis from which all property in the County will be valued and must be diligently maintained to produce a fair and equitable revaluation.

- **Listing Standards**

- One of the greatest challenges during a reappraisal project is the establishment of and adherence to listing standards of field work. PAS and County will outline all requested criteria to be verified and listed prior to the commencement of field work. All field personnel and data entry clerks will be trained based upon the criteria outlined in the appraisal manual.

- **Edit Reporting and other report generation through the CAMA system**

- By properly querying the CAMA database, our management team can ensure a highly equitable property reappraisal. PAS will work with County tax office staff to utilize all measures to ensure the maintenance of an accurate property database. This procedure will be conducted at or near the completion of field work and prior to a comprehensive review of final appraised values.

- **Final Market Analysis**

- The current state of our economy reinforces the need for a continual market analysis while undertaking the reappraisal project. As the effective date approaches, PAS staff will continue to gauge the market.

Technology

Pearson's Appraisal Service is familiar with Computer Assisted Mass Appraisal (CAMA) systems used in North Carolina and one of the most important benefits of using PAS is after the projects are concluded the offices will have new tools to maintain the tax records and to conduct the ongoing appraisals. PAS will utilize a revolutionary way to improve the field collection and review process of the jurisdiction's reassessment projects.

PAS has developed and implemented Complete Appraisal Process Solutions or CAPS. The field visit phase of a reassessment is often the most costly and requires the greatest amount of resources. Based on our years of experience, we have concluded a large percentage of properties have not undergone physical changes since the last reappraisal. CAPS strength is quickly processing these unchanged parcels to ensure ample time is spent on the parcels that have undergone changes.

Building on our years of appraisal experience and today's industry technology, our IT professionals have developed CAPS which produces more consistent, accurate results in less time with less people; ultimately allowing for more time to focus on market analysis, appeals, and other important phases of your project.

CAPS provides mass appraisers access to technologies that were previously only available in the office. CAPS is a data collection and review program that operates from a tablet computer platform. CAPS combines GIS mapping, GPS, high quality aerial photography, customized software and your existing tax data to give the appraiser the tools that produce higher quality reassessment work. The appraiser utilizes GIS maps to determine property boundaries, structure situs, and other property characteristics. The appraiser will also be responsible for photographing all substantial structures. For sale, for rent, commercial tenant, and realtor information can also be collected and assigned to the corresponding parcel. The end result is a comprehensive profile compiled for each parcel that is unachievable by conventional industry methods.

All of this information is stored digitally and will be accessible to data entry personnel as well as appraisers doing a final review. This data is downloaded nightly to our company's data servers to ensure all data is synched and backed up.

The County and Pearson's Appraisal Service may discuss the level of involvement of CAPS during the reassessment process. The County may prefer this method on residential properties and a traditional approach on commercial and industrial properties.

Digital Images

While viewing improved properties Pearson's proposal includes one street level image of each major improvement. The images will be tied to the parcel by an agreed upon unique key that already exists such as the parcel number. The images will be provided with all the other deliverables and in our experience are very useful when meeting with taxpayers and when conducting hearings.

Residential

For residential properties the Sales Comparison method will be the primary approach. Using the sales approach, PAS will analyze sales based on price, location, condition, style, size, etc. to determine the market value for each type of property. The County's current valuation models will serve as a starting point and will be adjusted as necessary to reflect market value.

Commercial

The Income approach to value will be used on commercial and industrial properties in areas deemed appropriate by PAS and the County. Any information obtained will be saved and recorded for future use. This information will be categorized into models (apartments, office, retail etc.). The data will be analyzed for each use type and market capitalization rates will be generated. This market income data may be used uniformly against all properties that fit the model and use type. Economic rents will be formulated in areas with no actual market rent data.

PAS subscribes to Loopnet.com and Realtyrates.com to aid in commercial and industrial valuation. These resources provide crucial information such as properties for sale, asking rents, predominate local market capitalization rates and expenses, as well as overall changes in demand and vacancies by property class.

Land

PAS has experience with all land valuation methods including acreage, front foot, square foot, and lot pricing. The Sales comparison approach will be the primary method of determining the market value of vacant parcels. Any existing property characteristics on file will be utilized. Size, location, zoning, road frontage, and available utilities will all be considered when determining market value. Any vacant land sales will be analyzed by these characteristics to measure their overall impact on market value. Upon being awarded a contract, PAS will thoroughly review the County's existing land classifications and make recommendations where necessary to best reflect market value.

Markets/Neighborhoods

PAS will review markets, neighborhoods, and subdivisions to accurately reflect market value for all parcels. Markets may influence land pricing methods, value schedules, and other important property criteria.

In all circumstances, PAS will choose the valuation method that most accurately reflects how the market buys and sells each type of property.

PUBLIC INFORMATION PLAN

Pearson's Appraisal Service has always emphasized the importance of public relations throughout the reassessment project. Our multi-faceted approach to public relations allows property owners and citizens to learn more about our work and our activity in your county. Below is a list of mediums PAS has implemented on previous revaluation projects.

- Local newspaper
 - In most localities, the newspaper remains the most effective medium for reaching a wide audience. PAS can provide a general overview of the process or educate citizens on the differences between market value, taxable value, and tax rate. Additional items that may be covered include areas of the county currently under review or advertisement for civic meetings.
- Educational seminars and Q&A sessions

- Local officials and PAS representatives have been present to answer questions from concerned taxpayers during a variety of meetings, typically, spread out over the project timeline. These should also be held in various locations to maximize accessibility to all taxpayers. Our experience with these sessions is that they rarely draw large numbers of people. Nonetheless it should remain a concerted effort by both PAS and County to reach out to the public in this manner.
- Informational links and resources via Internet
 - Links may be added to County website pertaining to the project. A Frequently Asked Questions section typically reduces phone traffic and may even reduce informal appeals. Third party resources can also be made available on the website that further educates property owners on the revaluation process. A high level timeline and project plan can also be added to keep the public informed of key dates and areas of the county currently under on site review.

Online Hosting of Property Data Collection. Online hosting allows concerned owners to check their property data for characteristics not easily verified by field appraisers.

REFERENCES AND CLIENT LIST

CURRENT REVALUATIONS IN PROGRESS EFFECTIVE FOR 2017

Chatham County, NC

Revaluation Effective for 2017
Approximately 42,000 parcels
Ms. Karen Jones, Tax Assessor
P. O. Box 908, Pittsboro, NC 27312
Tel.# (919)542-8250

Nash County, NC

Revaluation Effective for 2017
Approximately 52,000 parcels
Mr. Jim Wrenn, Tax Administrator
120 W. Washington St. Suite 2058
Nashville, NC 27815
Tel.#(252)459-9815

Vance County, NC

Reassessment Effective for 2017
Approximately 22,000 parcels
Ms. Porcha C. Brooks, Tax Administrator
122 Young St, Suite E
Henderson, NC 27536
Tel.#(252)738-2040

CURRENT REVALUATIONS/REASSESSMENTS IN PROGRESS EFFECTIVE FOR 2016

Westmoreland County, VA

Reassessment Effective for 2016
Approximately 30,000 parcels
Mr. Norm Risavi, County Administrator
P. O. Box 1000, Montross, VA 22520
Tel.#(804)493-0130

Perquimans County, NC

Revaluation Effective for 2016
Approximately 14,500 parcels

Mr. Bill Jennings
P. O. Box 7, Herford, NC 27944
Tel. # (252) 426-7010

Wake County NC

Assisting tax office with new construction, revaluation and hearings
Approximately 350,000 parcels
Contact: Ken McArtor, Appraisal/Collection Manager
Tel # (919) 856-7115

Reassessments/Revaluations Effective for Tax Year 2015

Camden County NC

2015 Walk-Around Revaluation

Approximately 7,241 parcels

Contact: Lisa Anderson, Tax Administrator

Tel. # (252) 338-1919

Greene County, VA

Reassessment Effective for 2015

Approximately 12,000 parcels

Mr. Larry Snow

Commissioner of Revenue

Tel. # (434) 985-5211

Patrick County Virginia

Reassessment Effective for 2015

Approximately 20,000 parcels

Contact: Janie Romer, Commissioner of Revenue

Tel. # (276) 694-7131

Mecklenburg County NC

Performing a review of the County's 2011 revaluation
and audit of the Tax Assessor's Office

Approximately 365,000 parcels

Contact: Ken Joyner

Tel. # (704) 336-2606

Ken.Joyner@MecklenburgCountyNC.gov

City of Winchester, VA

Ms. Celeste Broadstreet

Assistant Director/Real Estate Administrator

Tel. # (540) 667-1815

Reassessment/Revaluation Contracts Effective for the Tax Year of 2014

Chowan County NC

2014 Property Revaluation

Approximately 13,000 parcels

Contact: County Manager

Tel. # (252) 482-8431

Northumberland County VA

County-wide reassessment

Approximately 19,100 parcels

Contact: Kenneth Eades, County Administrator

Tel. # (804) 580-7666

Pasquotank County NC

Performing a County-wide revaluation

Approximately 21,748 parcels

Contact: Ms. Patrice Stewart, Tax Administrator

Tel. # (252) 338-5169

Cumberland County VA

County-wide reassessment

Approximately 6200 parcels

Contact: Ms. Julie Phillips, Commissioner of the Revenue

Tel. # (804) 492-4280

Reassessment/Revaluation Contracts Effective for the Tax Year of 2013**Charlotte County, VA**

Ms. Naisha Pridgen

Commissioner of Revenue

Tel. # (434) 542-5546

npridgen@charlotteva.com

Greene County, VA

Reassessment Effective for 2015

Approximately 12,000 parcels

Mr. Larry Snow

Commissioner of Revenue

Tel. # (434) 985-5211

Madison County, VA

Mr. Ernie Hoch

County Administrator

Tel. # (540) 948-7500

Person County NC

Assisted the County with their 2013 revaluation by providing the services of our appraisers on a per diem basis.

Contact: Phillip Christy, Tax Office/Appraisals

Tel.#{336)597-1721

Wilkes County NC

Provided consulting services to assist with the development of the County's sales analysis for their 2013 revaluation.

Services provided on a per diem basis.

Contact: Alex Hamilton, Tax Administrator

Tel.#{336)651-7301

Reassessment/Revaluation Contracts Effective for 2012

Amelia County, VA

9,000 parcels

Ms. Joyce Morris

Commissioner of Revenue

Tel.#{804)561-2158

Bertie County NC

Performed a turn-key "review" revaluation effective for 2012

Approximately 18,600 parcels reviewed

Contact: Mr. Hosea Wilson

Tax Administrator

Tel.#{252)794-5310

Brunswick County, VA

15,600 parcels

Ms. Wanda Beville

Commissioner of Revenue

Tel.#{434)848-2313

City of Fredericksburg, VA

9,000 parcels

Ms. Marilla Haas

Real Estate Supervisor

Tel.#{540)372-1004

King & Queen County, VA

7,400 parcels

Mr. Tom Swartzwelder

County Administrator

Tel.#{804)785-5975

Lunenburg County, VA

12,000 parcels

Ms. Liz Hamlett

Commissioner of Revenue

Tel.#{434)696-2516

Mecklenburg County NC

Performed a review of the County's 2011 revaluation and audit of the Tax Assessor's Office

Contact: Ken Joyner

Tel. # (704) 336-2606

Ken.Joyner@MecklenburgCountyNC.gov

Reassessment/Revaluation Contracts Effective for 2011**Powhatan County, VA**

Approximately 14,000 parcels

Mr. Jamie Timberlake

Commissioner of Revenue

Tel. # (804) 598-5616

Hertford County NC

Performed their new construction for 2012

Previously performed their 2011 Revaluation

Appraisal of 16,000 parcels

Contact: Ms. Sylvia Anderson, Tax Assessor

Tel. # (252) 358-7810

Johnston County NC

County-wide property revaluation effective for 2011

Previously performed 1995 revaluation

Approximately 95,000 parcels

Contact: Sheila Garner, Tax Administrator

Tel. # (919) 989-5130

Sampson County NC

Performed 2011, 2003 & 1995 Revaluations

Approximately 38,500 parcels appraised

Contact: Jim Johnston, Tax Administrator

Tel. # (910) 592-8146

Reassessment/Revaluation Contracts Effective for 2010**Anson County NC**

Performed County revaluation effective for 2010

Approximately 22,600 parcels were appraised

Contact: Larry Newton, Tax Assessor

Tel. # (704) 694-2918

Beaufort County NC

Performed revaluation for the effective year 2010

Approximately 45,000 parcels
Contact: Mr. Bobby Parker, Tax Assessor
Tel.#{252}946-7981

Charles City County, VA
County-wide Property Reassessment
Approximately 5,820 parcels
Reference Contact: Jack Miniclier, County Administrator
Tel.#{804}652-4701

Reassessment/Revaluation Contracts Effective for 2010

Clay County NC
Performed a County-wide revaluation effective for 2010
Approximately 15,000 parcels appraised
Contact: Ms. Nancy Kimsey, Tax Administrator
Tel.#{828}389-1266

Cumberland County, VA
2010 County-wide Property Reassessment
Approximately 9100 parcels
Reference Contact: Julie Phillips
Commissioner of Revenue
Tel.#{804}492-4280

Granville County NC
Performed a County-wide revaluation effective for 2010
Appraisal of 30,200 parcels
Contact: Judy Stovall
Tax Administrator
Tel.#{919}693-4181
tax@granvillecounty.org

Powhatan County, VA
County-wide Property Reassessment 2010
Approximately 14,610 parcels
Reference Contact: Jamie Timberlake
Commissioner of Revenue
Tel.#{804}598-5612

Westmoreland County, VA
2010 Ride-by Review Property Reassessment
Approximately 32,000 parcels
Reference Contact: Carol Gawen, Commissioner of Revenue
Tel.#{804}493-0113

ROBERT H. PEARSON, JR.
Owner/Project Manager

EXPERIENCE

Completed contracts as owner of Pearson's Appraisal Service, Inc.:

Accomack County, VA	Allegany County, VA	Allegany County, VA	Amelia County, VA
Amherst County, VA	Anson County, NC	Appomattox County, VA	Beaufort County, NC
Bertie County, NC	Brunswick County, VA	Buckingham County, VA	Buena Vista, VA
Camden County, NC	Campbell County, VA	Caroline County, VA	Caswell County, VA
Charles City County, VA	Charlotte County, VA	Cherokee County, NC	Chowan County, NC
Clay County, NC	Cumberland County, VA	Currituck County, NC	DeKalb County, GA
Dickenson County, VA	Dinwiddie County, VA	Duplin County, NC	Durham County, NC
Edgemcombe County, NC	Emporia, VA	Essex County, VA	Fauquier County, NC
Franklin County, VA	Fredericksburg, VA	Gates County, NC	Gloucester County, VA
Goochland County, VA	Greene County, NC	Greene County, VA	Greenville County, VA
Guilford County, NC	Halifax County, VA	Hertford County, NC	Hyde County, NC
Isle of Wight, VA	Jewell County, KS	Johnston County, NC	King and Queen County, VA
Lee County, VA	Lenoir County, NC	Lexington, VA	Lincoln County, KS
Lunenburg County, VA	Macon County, NC	Madison County, NC	Madison County, VA
Matthews County, VA	Mecklenburg County, NC	Mecklenburg County, VA	Nash County, NC
Northampton County, NC	Northampton County, VA	Northumberland County, VA	Nottoway County, VA
Onslow County, NC	Pamlico County, NC	Pasquotank County, NC	Patrick County, VA
Pender County, NC	Perquimans County, NC	Person County, NC	Pitt County, NC
Powhatan County, NC	Prince Edward County, VA	Quitman County, GA	Randolph County, NC
Republic County, KS	Richmond County, NC	Richmond County, VA	Rockingham County, NC
Rutherford County, NC	Sampson County, NC	Shenandoah County, VA	South Boston, VA
Southampton County, VA	Spotsylvania County, VA	Stafford County, VA	Stanly County, NC
Sussex County, VA	Swain County, NC	Tyrrell County, NC	Vance County, NC
Wake County, NC	Warren County, NC	Warren County, VA	Westmoreland County, VA
Wilkes County, NC	Winchester, VA	Wise County, VA	Wythe County, VA

EDUCATION

B.S. Business Education, Atlantic Christian College, Wilson, NC
American Institute of Real Estate Appraisers, Virginia Commonwealth University, Richmond, VA
Course 1
IAAO courses completed: Course 101: Fundamentals of Real Property Appraisal
Course 102: Income Approach of Valuation
Course 103: Development and Analysis of Narrative Appraisal Reports
Completed the following courses through Moseley Flint School of Real Estate, Richmond, VA:
Appraisal Practices & Regulations
Advanced Residential Appraisal
Introduction to Income Valuation
Income Valuation Part II
Income Valuation Part II

CERTIFICATION

Certified Ad Valorem Appraiser, North Carolina

PROPERTY TAX COMMISSION EXPERIENCE

Property Tax Commission Attendance

Alleghany County, NC (*Old Bow*)

Hyde County, NC (*Margaret Booth & David Simpson*)

Wake County, NC (*Lara Williams*)

Property Tax Commission Testimony

Hyde County, NC

Alleghany County, NC

REFERENCES

Ellen Boone

Sussex County, VA

Commissioner of the Revenue

(434) 246-1024

Gary Rose

Duplin County, NC

Tax Administrator

(910) 296-2197

Sylvia Anderson

Tax Assessor

Hertford County, NC

(252) 358-7810

YEARS OF EXPERIENCE

39 years

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: January 5, 2015
Presenter: Bill Rich, County Manager
Attachment: Yes

ITEM TITLE: RESPONSE TO BUDGET WORKSHOP QUESTIONS

SUMMARY: Manager Rich will present departmental responses to the listed budget workshop questions:

EMS Contract for Heart Monitors – Justin Gibbs, EM Director

DSS Funds for Ocracoke Day Care – Suzanne Johnson, Interim DSS Director

RECOMMEND: Receive reports.

Motion Made By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Motion Seconded By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Vote: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Commissioners Swindell, Pugh, Fletcher, Simmons and Tunnell asked about the EMS Lease for Equipment funding.

10.5920.7401 – Lease for Equipment – approved \$45,000.00

Justin Gibbs, EM Director, explained the County leases 7 heart monitors (2 on Ocracoke and 5 on the Mainland) at a cost of \$2,880.16 per month plus additional costs for upgrades. There is no heart monitor on the Ocracoke beach unit. Mr. Gibbs reported a heart monitor costs approximately \$20,000.00 and the life expectancy of a heart monitor is approximately 5 years.

Mr. Gibbs explained operating procedures followed for mainland EMS calls. The medic responds in the Quick Response Vehicle (QRV) and EMT's respond in the ambulance. The QRV is licensed at EMT-P (paramedic) level and carries response equipment and drugs that the medic is certified to administer. The Paramedic may travel with the patient to the hospital on the ambulance, return to the station in the QRV or respond to a second call in progress based on the patient's condition. Hyde County EMS has staff on duty at the Mattamuskeet EMS Station around the clock and staff on call to respond to a second call. In the event of a third call for EMS, the Paramedic on duty will instruct Dispatch to send out an all-call request asking any available EMS staff in the County to respond.

	<u>Ocracoke Child Care</u>	<u>Mainland</u>
July 2014	25 children	13 children
August 2014	23	13
September 2014	16	11
October 2014	16	9
November 2014	8	5
December 2014	center closed	10
January 2015	center closed	5
February 2015	center closed	5
March 2015	6	4
April 2015	8	3
Total	86	78

Hyde County Childcare Facilities

	<i>Ocracoke Childcare</i>	<i>Mainland Childcare</i>	<i>Total</i>
July	\$11,475.10	\$5,312.30	\$16,787.40
August	\$13,290.35	\$5,068.00	18,358.35
September	\$7,431.00	\$3,555.30	\$10,986.30
October	\$7,553.65	\$3,500.00	\$11,053.65
November	\$3,677.75	\$3,360.00	\$7,037.75
December	CENTER CLOSED	\$2,187.95	\$2,187.95
January	CENTER CLOSED	\$2,188.00	\$2,188.00
February	CENTER CLOSED	\$2,084.35	\$2,084.35
March	\$2,528.40	\$1,593.10	\$4,121.50
April	\$8,151.15	\$1,350.00	\$9,501.15
Totals	\$54,107.40	\$30,199.00	\$84,306.40

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: June 1, 2015
Presenter: Tammy Blake, HR Director
Attachment: No

ITEM TITLE: SUMMER SCHEDULE 2015

SUMMARY: County employees are inquiring whether or not they will be working a "summer schedule" as they have done in the past. This option for employees was allowed to help boost morale.

RECOMMEND: Approve.

Motion Made By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Hyde County Childcare Facilities

	<i>Ocracoke Childcare</i>	<i>Mainland Childcare</i>	<i>Total</i>
July	\$11,475.10	\$5,312.30	\$16,787.40
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April	\$8,151.15	\$1,350.00	\$9,501.15
Totals	\$54,107.40	\$30,199.00	\$84,306.40

	<u>Ocracoke Child Care</u>	<u>Mainland</u>
July 2014	25 children	13 children
August 2014	23	13
September 2014	16	11
October 2014	16	9
November 2014	8	5
December 2014	center closed	10
January 2015	center closed	5
February 2015	center closed	5
March 2015	6	4
April 2015	8	3
Total	86	78

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: June 1, 2015
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: ECU Summer Interns

SUMMARY: ECU's Department of Anthropology has offered Hyde County Office of Economic Development the use of 1 or 2 summer interns to provide assistance with economic development projects. ECU will provide payment and a stipend for living expenses. Hyde County will offer an office space and assistance in relocation. There is no monetary expense to Hyde County. OPED will bring a formal memorandum of understanding to the Board in July. Interns start on July 6 and will complete 300 hours.

RECOMMEND: OPED TO PROCEED IN DEVELOPLING MOU.

Motion Made By: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

Motion Seconded By: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: June 1, 2015
Presenter: County Manager Bill Rich
Attachment: No

ITEM TITLE: DSS INTERIM DIRECTOR POSITION

SUMMARY: Manager Rich received notification the DSS Board met on May 6, 2015 and approved Suzanne Johnson, Interim Director, to continue in the position at the same pay rate until a successful candidate for the DSS Director position is chosen.

RECOMMEND: Approve.

Motion Made By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Motion Seconded By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Vote: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: June 1, 2015
Presenter: Corrinne Gibbs, FO
Attachment: No

ITEM TITLE: FY2015-2016 AUDITOR CONTRACT

SUMMARY: Corrinne Gibbs will present the FY2015-2016 Hyde County Auditor Contract for Board of Commissioners approval.

RECOMMEND: Approve.

Motion Made By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Motion Seconded By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Vote: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: June 1, 2015
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: Solar Discussion

SUMMARY: Kris Noble will review solar ordinances and fees in adjacent counties.

RECOMMEND: PLACE A MORATORIUM ON SOLAR DEVELOPMENT UNTIL AN
ORDINANCE AND FEE SCHEDULE CAN BE ESTABLISHED IN
AUGUST 2015.

Motion Made By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Motion Seconded By: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

Vote: ☐ Barry Swindell
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher
☐ Earl Pugh, Jr.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: June 1, 2015
Presenter: Bill Rich, County Manager
Attachment: No

ITEM TITLE: PROJECTS UPDATE

SUMMARY: Manager Rich will present update on:

- a. Ferry
- b. Ocracoke EMS Station
- c. Sales Tax
- d. Miscellaneous Legislation

RECOMMEND: Receive report.

Motion Made By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Motion Seconded By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Vote: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: January 5, 2015
Presenter: Commissioner John Fletcher
Attachment: Yes

ITEM TITLE: HEALTH DEPARTMENT AND DSS CONSOLIDATION

SUMMARY: At the January 5, 2015 Board of Commissioners meeting Ms. Jill Moore, UNC School of Government Associate Professor of Public Law & Government, presented the three options available under new law (H438) and benefits and key differences of each option for consolidation of the County Department of Public Health and Department of Social Services.

Commissioner Fletcher will discuss whether or not the Board is interested in continuing discussion of this topic at this time.

RECOMMEND: Discussion.

Motion Made By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Motion Seconded By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Vote: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Meeting Minutes

Board of County Commissioners Hyde County

Monday, January 5, 2015

Chairman Barry Swindell called the Regular Meeting of the Hyde County Board of Commissioners to order at 6:05pm on Monday, January 5, 2015, in the Hyde County Government Center, Multi-Use Room, and the Ocracoke School Commons Room using electronic conferencing equipment.

The following members were present on the mainland: Commissioners Earl Pugh, Jr., Benjamin Simmons, III, Dick Tunnell and Barry Swindell; Attorney Fred Holscher; County Manager Bill Rich; Clerk to the Board Lois Stotesberry; and, members of the public.

The following members were present on Ocracoke: Commission John Fletcher; Public Information Officer Sarah Johnson and members of the public.

Following opening prayer by Commissioner Pugh and pledge of allegiance the meeting was called to order.

Agenda:

Chairman Swindell asked for changes to the January 5, 2015 Meeting Agenda.

Commissioner Tunnell moved to approve the amended January 5, 2015 meeting Agenda as presented by the Clerk with:

- Correction of Presentation – No. 2) Dr. Randolph Latimore and Kenneth Collier Chilcoat
- Items of Consideration No. 14 moved to No. 3 position
- Addition of No. 1. a. – “Resolution In Support of Passenger Ferries Coming Into Silver Lake”
- Addition of No. 14 – Letter to NCDOT Ferry Division concerning departure of Cedar Island Ferry
- No. 15 – Letter to Dare County concerning ferries, roads and various other items; and,
- Addition of Budget Matters e) Planning – Printing & Promotions.

Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent or not voting – None.

Consideration of Minutes:

Commissioner Pugh moved to approve the December 1, 2014 Board of Commissioners Regular Meeting Minutes as presented by the Clerk. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent or not voting – None.

Presentations:

Introduction – Anna Schafer, MPH, Public Health Educator II

Luana Gibbs, Interim Health Director introduced Anna Schafer the new Health Educator at Hyde County Health Department. Ms. Schafer hopes to create worksite wellness programs across the county by utilizing new funding received from Kate B. Reynolds. She believes this could not only benefit the health of our county employees directly, but also the county's health care expenditures. Anna would like to work with the different departments in the county to implement some wellness initiatives. She will present information about this at the next staff meeting with department heads.

Commissioner Fletcher made reference to changing the dressing on his right leg and traveling to Dare County to have this done at his doctor's office.

Local Human Services Organization & Governance

Hyde County Government is considering consolidation of the County Department of Public Health and Department of Social Services. The departments can stay the same, operate under “old” laws or implement options under new law (H 438 – adopted 2012).

Jill D. Moore, UNC-SOG Associate Professor of Public Law & Government, explained that under the old laws the Health Department would operate district health departments with public health authorities; Social Services would share a director; and both would remain county departments operating under Interlocal Agreements with intra-county collaboration and consolidation.

Ms. Moore also presented the three options available under new law (H438). If operating under **Option 1** the Board of County Commissioners assumes powers and duties of local boards; both agencies stay the same; and, employees are subject to State Human Resources Act (SHRA). Under **Option 2** the Board of Commissioners create a consolidated human services agency (CHSA); appoints a CHS Board; and, decides if employees are subject to SHRA or county personnel policy. Under **Option 3** the Board of County Commissioners creates a CHSA; assumes powers and duties of the CHS Board; and, decides if employees subject to SHRA or county personnel policy.

Defining goals of the Board of County Commissioners include improved service delivery for citizens, a new vision for the human services programs, unified personnel system for all county personnel, a new relationship between the Board of County Commissioners and the departments and includes identified efficiencies and reduces human services spending.

Ms. Moore discussed the potential budget impact on counties if operating the Health Department and Department of Social Services as separate agencies or as one organized (consolidated) agency.

No action required at this time.

Board of Education – Request Raise for Board Members

Dr. Randolph Latimore, Superintendent and Kenneth Chilcoat, Finance Officer, Hyde County Board of Education, presented request for increase in fee paid to school board members. Currently, compensation for Board of Education members is \$42.00 and the Chair \$50.00 per meeting. Dr. Latimore requested an increase in compensation to a monthly rate of \$353.00 per Member and \$475.00 for the Chair. The total annual compensation per Board Member would then be \$4,236.00 and \$5,640.00 for the Chair. Compensation for the remaining six months in the current fiscal year totals \$11,472.00. Annual compensation for the entire Board would be \$22,944.00 in FY2015-16.

Commissioners Pugh and Tunnell (former Board of Education members) reported the fee to Board of Education members had not increased in 24 years.

Commissioner Fletcher reported 75% of small county School Boards are not paid.

Chairman Swindell asked if the funds are budgeted now and will this be included in the School Boards FY2015-16 budget request.

After further discussion, it was decided to table this vote until the next regularly scheduled meeting on Monday, February 2, 2015.

Ocracoke School Funds

Commissioner Fletcher reported he had been asked by Ocracoke residents to investigate why Pre-K School funds have not been distributed.

Dr. Randolph Latimore, Superintendent, Hyde County Board of Education, reported no funds are being held in reserve in Hyde County and explained the Pre-K School budget.

No action required.

Consideration of Ocracoke Leash Law

County Manager Rich reported he had been asked by Ocracoke residents to present request for a leash law on Ocracoke Island. After studying the Hyde County Code – Animal Control Ordinance No. 165, Manager Rich reported the County has adequate animal control language and it should be enforced.

Commissioner Fletcher asked County Attorney Holscher to research whether or not a leash law for Ocracoke can be adopted or does it have to be county-wide. Mr. Holscher will report his findings at the next regularly scheduled meeting on Monday, February 2, 2015.

Public Comments:

Chairman Swindell called for comments from the public.

Lindsey O'Neal, Ocracoke Kindergarten – asked the Board to fund reinstating the school art class.

**Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: June 1, 2015
Presenter: Manager Bill Rich
Attachment: Yes

ITEM TITLE: BUDGET MATTERS

SUMMARY: Departmental budget revisions and amendments will be presented for Board discussion and approval.

- a) BR47-15 – Health – MCD Escrow/WIC – Contract
- b) BR48-15 – Health – Immunization Action Plan
- c) BR49-15 – Home Health – Training
- d) BR50-15 – Health – PHPR
- e) BR51-15 – Health – General (revised)
- f) BR52-15 – Health – Salary
- g) BR53-15 – Health – Medication Assistance Program
- h) Cooperative Extension – Phone/Postage/Supplies
- i) DSS - Overpayment

RECOMMEND: Approve.

Motion Made By: ___ Barry Swindell
 ___ Earl Pugh, Jr.
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher

Motion Seconded By: ___ Barry Swindell
 ___ Earl Pugh, Jr.
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher

Vote: ___ Barry Swindell
 ___ Earl Pugh, Jr.
 ___ Dick Tunnell
 ___ Ben Simmons
 ___ John Fletcher

a.

REQUESTED  DATE 13 May '15

ENTERED LEDGER/DATE _____

HYDE COUNTY BOARD OF COMMISSIONERS
2011/2012 BUDGET *REVISIONS*

[illegible]

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE_____

d.

MEETING DATE 06/01/2015					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"-" EXP BUDGET
				"-" REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
50-15	Health - PHPR	10-6200.1400	Travel	\$ 575.37	
		10-6200.3300	Department Supplies		\$ 575.37
				\$ 575.37	\$ 575.37
			This <i>does NOT increase</i> the budget for Public Health Preparedness. Funds are being transferred from Department Supplies to Travel to cover expenditures associated with required annual meeting travel.		
.					

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE_____

HYDE COUNTY BOARD OF COMMISSIONERS 2011/2012 BUDGET *REVISIONS*

[illegible]

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE_____

HYDE COUNTY BOARD OF COMMISSIONERS
2011/2012 BUDGET *REVISIONS*

[illegible]

REQUESTED _____ DATE _____

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

h.

6/1/13

REQUESTED 1/11/15 DATE 5/13/15

ENTERED LEDGER/DATE _____

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: June 1, 2015
Presenter: Chairman, Vice-Chair, Commissioners and Manager
Attachment: No

ITEM TITLE: MANAGEMENT REPORTS

SUMMARY: This is a time for each Commissioner to give reports on their work representing the County.

Additionally, Commissioners may wish to bring up issues they wish to have followed up by the Board or by the County Manager.

The County Manager will give an oral update on various projects and other administrative matters.

RECOMMEND: Receive reports. Discussion and possible action as necessary.

Motion Made By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Motion Seconded By: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Vote: ☐ Barry Swindell
☐ Earl Pugh, Jr.
☐ Dick Tunnell
☐ Ben Simmons
☐ John Fletcher

Manager's Calendar (May, 2015)

F	1	Met with Van O'Neal for Joint EMS/Fire Department Projects, etc. Toured 911 Sites with EM Director Justin Gibbs Met with Ronnie Van O'Neal - Site Review
S	2	Ferry Arrives
S	3	
M	4	Ferry Trials Ferry to Swan Quarter Board of Commissioners Meeting
T	5	Ferry to Ocracoke Passenger Ferry Trial Run Passenger Ferry Steering Committee Meeting Travel to Raleigh
W	6	Attended County Assembly Day with Will Doerfer in Raleigh
TH	7	Travel to Greenville from Raleigh Attended North Eastern Development Committee Meeting with Washington and Tyrrell Counties and Kris at Hilton in Greenville Met with Lacey Beasley and Gordon Myers Control Group Call Travel to Raleigh
F	8	Control Group Call Met with Assets Research Management Group in Raleigh with Kris Met with Tom Nash
S	9	Met with Tom Nash
S	10	Mother's Day
M	11	Ocracoke EMS Properties David & Kari Styron Pictures - Ronnie Van O'Neal
T	12	Ocracoke Insurance Presentation - Hunter Met with Ronnie Van O'Neal Attended Chamber of Commerce Tourism Development Meeting at the Berkley on Ocracoke Ferry to Swan Quarter
W	13	Budget Meetings with Department Heads - Airport and Inspections Budget Meetings with Department Heads - Register of Deeds Budget Meetings with Department Heads - Soil & Water Budget Meetings with Department Heads - Tax Department Budget Meetings with Department Heads - Sheriff's Department Mainland Insurance Presentation
TH	14	Mainland Insurance Presentation Budget Meeting Attended the State of the Region Meeting with Commissioner Pugh at Greenville Hilton
F	15	Budget Meeting Ferry to Ocracoke Coastal Land Trust
S	16	
S	17	Corrinne Gibbs & John Bull on Ocracoke Ocracoke Office Hours
M	18	Met with Corrinne Gibbs Met with Robin Payne
T	19	Budget Workshop
W	20	Beaufort-Hyde Community Development Grants Meeting in Washington Met with BCCC President Dr. Barbara Tanzy & Kris Noble - Satellite Campus in Hyde Co. Public Hearing in New Bern for NC Marine Fisheries Commission - Southern Flounder Plan
TH	21	Met with Clint Berry, Ladonna Spencer, Geri Slade, Corrinne Gibbs, Andy Harris, Tammy Blake Met with Dr. Barbara Tanzy
F	22	Ferry to Ocracoke Met with Coastal Land Trust - Ann Warner on Ocracoke
S	23	
S	24	
M	25	HOLIDAY - Memorial Day
T	26	Ferry to Swan Quarter Water Department Meeting with Clint, Corrinne, Tammy
W	27	Assisted David Bone with Martin County Economic Development Director Interviews
TH	28	Attended Offshore Oil Drilling Meeting with Richard Burr's Group (Betty Jo Sheppard, Leigh Bobbitt, John McDonald), Ann Eringhaus, Mickey Baker, George Chamberlin, Dick Tunnell, Earl Pugh, Mac Gibbs Ferry to Ocracoke
F	29	Met with Amy Johnson EMS
S	30	
S	31	

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: June 1, 2015
Presenter: Citizens
Attachment: No

ITEM TITLE: PUBLIC COMMENTS

SUMMARY: The public is invited to use this time to make comments to the County Commissioners on items discussed during this meeting and/or matters not discussed earlier in the meeting.

RECOMMEND: Receive comments.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **June 1, 2015**
Presenter: **Board of Commissioners**

ITEM TITLE: **CLOSED SESSION**

SUMMARY: The County Manager may request entering Closed Session
in accordance with **NCGS143A-318.11 (a)**

- 1) To prevent the disclosure of information that is privileged or confidential pursuant to the law.
- 2) To prevent the premature disclosure of an honorary award.
- 3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.
- 4) To discuss matters relating to the location or expansion of industries or other businesses.
- 5) To establish or instruct the public body's staff or agent in negotiating the price or terms of a contract for the acquisition of real property by purchase; or compensation and terms of an employment contract.
- 6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.
- 7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- 8) To formulate plans by a local board of education relating to emergency response to incidents of school violence.
- 9) To discuss and take action regarding plans to protect public safety.

RECOMMEND: Enter into Closed Session if required.

Motion Made By: ___ Barry Swindell (Enter) ___ Earl Pugh, Jr. ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher	Motion Seconded By: ___ Barry Swindell ___ Earl Pugh, Jr. ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher	Vote: ___ Barry Swindell ___ Earl Pugh, Jr. ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher
--	--	--

Motion Made By: ___ Barry Swindell (Exit) ___ Earl Pugh, Jr. ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher	Motion Seconded By: ___ Barry Swindell ___ Earl Pugh, Jr. ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher	Vote: ___ Barry Swindell ___ Earl Pugh, Jr. ___ Dick Tunnell ___ Ben Simmons ___ John Fletcher
--	--	--